



Local Emergency Planning Committee  
For New Castle County  
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David Irwin, Chairman  
Tom Kovach, Vice Chairman  
Jacob Morente, Vice Chairman

## Meeting Minutes

November 9, 2015

**Host:** Delaware City Refining Company

**Meeting Location:** Delaware State Fire School – New Castle Branch 2311 MacArthur Drive, New Castle, DE 19702

The November 9, 2015 meeting of the LEPC for New Castle County was held on the above noted date and place.

### **SERC Approved LEPC Member Attendees (20):**

David Anderson – Community Rep.

Jeff Backus - DuPont

Kim Bennett – Formosa Plastics

Joe Cochran – NCC OEM

Avery Dalton - DEMA

Bill Davis - DNREC

Mark Dolan – DNREC/NCCIHMR

Mike Gladle – U of D

Babak Golgolab –Community Rep. /DRBA

Wayne Hopkins -DuPont

David Irwin – Chairman, LEPC for NCC

William Kelly – Sunoco Logistics

Mark Lucy - Miller Environmental

Bill McCracken – Public

Jake Morente –Vice-chairman, LEPC NCC

Beth Neumane – Rogers Corporation

Al Stein - Citizen

Charles Stevenson – Sussex LEPC

John Verdi -BASF

Vimal Vijaykumar - Chemours

A quorum (18) was present.

### **Other Attendees:**

Rob Armstrong – Miller Environmental

Todd Bretz – DCRC

Ken Cenci – DNREC

Silvana Dommoni - DRBA

Michael Doss – Printpack

Jill Drazek – Kuehne Company

William Hitchcock – GPSUS

Heather Hudson - Del DPH

Robert Roop - GES

**Call to Order:** The meeting was called to order at 2:35 PM by Chairman Irwin. He welcomed everyone to the meeting and thanked Todd Bretz of Delaware City Refining Company for hosting the meeting. Introduction of attendees were then conducted.

**1. Approval of the Agenda:**

Chairman Irwin requested a motion to approve the agenda. A motion to accept the agenda was made by Joe Cochran and seconded by Jake Morente. Motion was passed unanimously.

**2. Meeting Minutes Approval:**

Chairman Irwin requested a motion to approve the September 14<sup>th</sup>, 2015 meeting minutes. A motion to approve the minutes was made by Babak Golgolab and seconded by Beth Neumane. Motion was passed unanimously.

**3. Committee Reports:**

**a. Finance:**

Chairman Irwin reported expenditures since the last meeting for LEPC staff service fees were \$13,963.14. Budget balance as of November 1<sup>st</sup> is \$60,294.53.

**b. I. T. Committee:**

Committee Chairman McCracken reported the SERC IT Committee has appointed George Giles to Chair a sub-committee to create a survey.

The purpose of the survey is to determine what data from hazmat facilities on Tier II Manager is necessary

to fulfill the needs of the State Agencies , Local Government ,and the Fire Service.

Once their needs are determined, IDSI will make modifications to Tier II Manager for each user.

The last phase of this effort will be to design training classes for all users and to establish an online tutorial.

**c. DECON:**

Committee Chairman Joe Leonetti was attending a state meeting. No report was presented.

**d. Training - NCCIHMRA:**

Committee Chairman Mark Dolan reported that the New Castle County Industrial Hazardous Materials Response Alliance Training Committee conducted two training sessions between the September 14th, 2015 and the November 9th, 2015 LEPC for NCC meetings.

Training Session V involved live-burn field training evolutions utilizing the DNREC Red Dragon flaring towers and the new custom 2" flaring tower, plus a review of ICS hazmat branch position roles, responsibilities & tactical checklists was conducted at the Delaware State Fire School New Castle Center on Tuesday, September 22nd and repeated on Thursday, September 24th, from 5:00 pm to 9:00 pm (4 hours). Forty-one (41) hazardous materials first responders attended. A note of appreciation is extended to Paul Schlotterbeck and Jeff Molner of the Maryland Department of the

Environment who brought a MDE flaring tower response trailer to assist with the live-burn field evolutions.

The Fourteenth Annual NCCIHMRA Planning and Training Meeting was held on Wednesday, November 4th, from 5:30 pm to 9:15 pm at the Elsmere Fire Company Station 16. The Keynote Speaker was Baltimore County Fire Department Hazardous Materials Captain Scott Russell, who presented "The May 28<sup>th</sup>, 2013 Rosedale, Maryland CSX Freight Train Derailment and Fire Incident". In addition, the NCCIHMRA Training Committee presented a draft of the CY2016 training program, and the DNREC ERT presented its emergency response incident annual summary. The meeting's attendance totaled fifty-three (53).

The NCCIHMRA Training Committee conducted Committee Meeting #40 on Tuesday, October 6th from 5:00 pm to 6:45 pm at Mill Creek Fire Company Station 21 to complete the following objectives: (a) logistics planning for the November 4th NCCIHMRA Annual Planning and Training Meeting; and (b) draft of the NCCIHMRA CY2016 training program. Fourteen (14) Training Committee members were in attendance.

e. Transportation Committee:

Committee Chairman Al Stein reported:

Positive Train Control (PTC) -

Congress has given railroads an additional three years to December 31, 2018 to install the safety system known as PTC. If Congress had not acted commuter and freight railroads carrying TIH commodities said they would have to shut down by December 31 because they have not had enough time to install this complex system.

Oil Train Crashing -

The review all the 31 crashes that have occurred on trains carrying crude or ethanol since 2013, 17 were related to track problems and 12 a mix of other causes. The cause of the other two crashes remains unclear. About 2/3 all the accidents resulted in spills fires or explosions.

Weight, oil sloshing and cold temperatures are among issues that might be exacerbating the problem, according to rail safety experts.

4. Tier II Reports:

Bill Davis DNREC EPCRA Reporting Program reported that for the period covering September – October 31:

LEPC	New Castle
Active Facilities	<del>831</del> 833
Facilities with EHS Above TPQ	149

Bill also made a presentation regarding an LEPC Emerging Issue (copy attached)

5. SERC/DEMA Activities:

Avery Dalton, Planner reported –

HMEP Grant:

This year's HMEP grant total is \$111,673.00. The new grant started on October 1<sup>st</sup>.

DEMA Reporting:

June 3, 2015 – As a follow up to the Office of the Secretary of Safety and Homeland Security. Secretary Schiliro held a meeting to discuss Bakken Oil transportation issues. The meeting identified one issue, additional training for the Fire Officer Course.

CSX - provided \$5,000.00 in funding to support the development of this training.  
Norfolk Southern – no money offered to support the new training initiative.

August 24, 2015 - New DEMA Director:

Today Lewis D. Schiliro, Delaware's Secretary of Safety and Homeland Security, announced the retirement of Delaware Emergency Management Agency (DEMA) Director Jamie Turner and the appointment of his successor, Aetna Hose Hook and Ladder Fire Chief Abel J. Schall Jr. In addition to his role as Aetna fire chief, Schall has been employed by Bank of America since 1998.

October 27, 2015 – DEMA served as the lead agency for a full scale exercise, conducted in conjunction with a functional exercise hosted by the Delaware Department of Technology and Information, on October 27, 2015. The aim of the exercise was to prompt the response to a physical and cyber terrorist attack and to assess the resulting response and coordination among responders and state agencies. Over 30 agencies participated both on the cyber and full-scale sides of the exercise.

October 28, 2015 – New Secretary for the Office of Safety & Homeland Security

The Delaware Senate today confirmed the nomination of Jim Mosely to serve as Secretary of the Delaware Department of Safety and Homeland Security, succeeding Lew Schiliro, who announced his plans to retire earlier this month. "With over 40 years of experience, Jim has established a distinguished career of public service in both the military and law enforcement sectors," said Governor Markell.

SERC 9/9/15 Quarterly Meeting:

1. Mr. Newnam stated the Decon Trailer Committee presented a proposal to dispose of two trailers. Decon trailer number one to be sold to the Delaware Refinery for \$12,500 and Decon trailer number two to be retained for the Department of Agriculture.
  2. Jamie Bethard briefed about a DNREC ERT response to a damaged box trailer hauling 1340 – 20 pound propane cylinders. Secretary wanted to know if this was legal. Mr. Bethard stated it was because it was placarded properly, but added it is a very rare way to transport propane cylinders.
  3. Mr. Bethard also briefed about a DNREC ERT response to a chemical suicide. The person committing suicide made hydrogen sulfide gas in a truck in a garage. Mr. Bethard expressed need for the Secretary to facilitate a meeting with the Medical Examiner's Office to discuss procedures for chemical suicides.
  4. SERC Annual Report was approved. It is being routed to the governor's office for review.
6. Staff Reports:

JAKE MORENTE –

SERC & Tier II

9/17/2015 Reviewed/Comments DNREC's Tier II Manager first responder survey

9/28/2015 Training, DNREC'S Tier II Office – Dover, First Responder Survey

10/1/2016 Discussed DNREC's Tier II Manager First Responder Survey with NCC Fire Chief President and Director of Emergency Management

10/6/2015 Distributed DNREC's Tier II Manager First Responder Survey (NCC Fire Chiefs, 911 Center, Office of EMS, Office of Emergency Management)

11/3/2015 First Responder Survey follow-up with County Fire Chief President, Emergency Communications Center and NCC Paramedics

**Site Assessments & Plan Reviews:** (1 Completed) - Report Completed and Mailed

10/19/2015 Aearo Technologies - *4 Recommendations* (Newark, DE)

11/23/2015 Next scheduled visit. Artesian Water Company (Newark)

**Outreach:**

- Attended and Distributed Resident Awareness & Emergency Preparedness Brochures
  - Talleyville Fire Company's Public Safety & Car Show Sunday, 9/27
  - Brandywine Hundred Fire Company Open House, Saturday 10/3 (Cancelled/Storm)
  - Odessa Fire Company's Open House, Saturday 10/10
  - Minquas Fire Company's Open House, Monday 10/19
  - Elsmere Fire Company's Open House, Sunday 10/25
- Provided LEPC's Resident Awareness & Emergency Preparedness Brochures
  - Minquadale Fire Company's Open House, Sunday 10/11 (Schedule Conflict)
  - Delaware City Fire Company's Open House, Sunday 10/25 (Schedule Conflict)

**Fire Service Liaison:**

9/28/2015 NCC Fire Chief's Association President to discuss Tier II Manager Survey for fire district pre-planning

10/1/2015 Attended NCC Fire Chief's meeting at Volunteer Hose Fire Company (Middletown) introduced DNREC's Tier II Manager First Responder Survey

11/5/2015 Attended NCC Fire Chief's & County Firefighters Joint meeting at Minquadale Fire Co.

**NCCIHMRMRA & Training:**

9/22/2015 Provided dinner and attended training Session V at D.S.F.S.- New Castle Site

9/24/2015 Provided dinner and attended training Session V at D.S.F.S.- New Castle Site

10/6/2015 #3 Hazmat Training Workshop Planning Meeting – Mill Creek Fire Company

10/6/2015 Participated in NCCIHMRMRA's Planning Meeting – Mill Creek Fire Company

10/20-23/2015 Attended Emergency Management and Hazmat Response Conference (Valley Forge, PA) four-days of training. Attended the following:

- Special Event Planning - From Popes to Presidents. Mr. John Guest, Mr. Bill Ryan and Mr. Steve White, US Dept of Homeland Security/Infrastructure Protection
- General Session/Opening Presentation by Mr. Manuel "Manny" Ehrlich of the U.S. Chemical Safety Board.
- DHS Chemical Facilities Anti-Terrorism Standards (CFATS) Mr. Garret Hansen and OSHA's Process Safety Management and Compliance Assistance Program Mr. McCoy Davidson

- EPA's Facility Regulatory Requirements, Mr. Kevin Daniel; Oil Pollution Prevention and Risk Management Plan Program, Mr. Perry Pandya EPCRA Program
- Executive Order #13650 Improving Chemical Facility Safety and Security, Laura Casillas USEPA On-Scene Coordinator; Mike Faulkner USEPA Executive Director National Response Team
- EPA Chemical Emergency Preparedness Course Overview, Mr. Rich Fetzer USEPA

## **DAVID IRWIN –**

### **SERC Activities:**

- Chaired the 9<sup>th</sup> Annual HazMat Workshop Planning Committee meetings hosted by Mill Creek Fire Company (10/6).
- Reviewed Dr. Allen Zaremski's, Head of Rail Safety Research at the U of D, report "Assessment of Crude by Rail (CBR) Safety Issues in Commonwealth of Pennsylvania.
- Provided updated LEPC for NCC FY 2016 Proposed Membership List to DEMA
- Completed and launched "Railroad Tank Car Hazardous Materials Training Exercise" video.

### **Emergency Response Plan Reviews and Facility Visits:**

- Participated in Burris Logistics' annual "Emergency Action Plan review and Site visit (10/30).

#### **Exercise Status:**

- Participated as an evaluator in BASF's Emergency Operations Center and CERT Tabletop Exercise (10/7).
- Participated as an evaluator in DuPont Experimental Station's Emergency Response Full Scale Exercise (10/28).

### **NCCIHMRA:**

- Facilitated 14<sup>th</sup> Annual NCCIHMRA Planning and Training Meeting (11/4)
- Worked with NCCIHMRA Training Committee to develop 2016 training program which was approved at the November 4<sup>th</sup> meeting.
- Worked with Safe Transportation Training Specialists (STTS) to schedule and agree price for a modified 8-hour version of their tank truck emergency response workshop to be conducted on Friday, September 23<sup>rd</sup> and repeat it on Saturday, September 24<sup>th</sup>, 2016.

- Designed and secured recognition plaques for keynote speaker Capt. Scott Russell, retired DEMA Director Jamie Turner and retired Delaware Department of Safety and Homeland Security Secretary Lewis Schiliro.

**Outreach Initiatives:**

- Represented LEPC at three CAP meetings, the Delaware City Refining (10/13), Chemours (10/20) and FMC (11/6).
- Represented the LEPC at the October 8<sup>th</sup> DC CAER Group meeting hosted by DCRC.
- Provided 700 copies of the “Resident Awareness & Emergency Preparedness Guide” to the DRBA.

**Additional Activities:**

- Presented retired Secretary Schiliro with NCCIHMR Leadership award at his retirement luncheon on November 5<sup>th</sup> in Cheswold Delaware.
- Obtained legal opinion regarding the posting of the “Railroad Tank Car Hazardous Materials Training Exercise” video on the SERC and DEMA websites.
- Successful in getting Chlorine Institute to participate in 9<sup>th</sup> Annual HazMat Training Workshop.
- Successful in getting Ed Hawthorne, Shell Chemical Company to deliver keynote speech and conduct two training sessions at the 9<sup>th</sup> Annual HazMat Training Workshop.
- Successful in getting PHMSA to participate in 9<sup>th</sup> Annual HazMat Training Workshop.
- Delivered raw “Railroad Tank Car Hazardous Materials Training Exercise” video footage to DCRC for inclusion in their video library.
- Provide copy of “Railroad Tank Car Hazardous Materials Training Exercise” video to the Olson Group for use in DEMA/DTI Cyber Terror FSE on 27<sup>th</sup> October.
- Launched 9<sup>th</sup> Annual HazMat Training Workshop “Save the Date Notice” on October 20<sup>th</sup>.
- Attended the New Castle County Council Public Safety Committee meeting (10/13).
- Produced and published the September 14<sup>th</sup> LEPC meeting minutes.
- Produced and published the October 8<sup>th</sup> 9<sup>th</sup> Annual HazMat Training Workshop Planning Committee meeting minutes.
- Documented two reportable release reports in accordance with EPA regulations.
- Served as a subject matter expert for one state agency and one external consultant.

**7. Old Business:**

**a. Meeting dates and location :**

Chairman Irwin reported that the following individuals/companies have volunteered to host the 2016 meetings.

#	DATE	HOST COMPANY	CONTACT
1.	January 11 <sup>th</sup>	DuPont Stine Haskell Research Center	Jeff Backus
2.	March 14	Miller Environmental Group	Mark Lucy
3.	May 9	Formosa Plastics	Kim Bennett
4.	July 11	DuPont Experimental Station	M. Hansen
5.	September 12	Sunoco Logistics	William Kelly
6.	November 14	BASF	John Verdi

- b. 9<sup>th</sup> Annual HazMat Training Workshop – Chairman Irwin reported that the “Save the Date” notice for 2016 Workshop was sent out on October 20<sup>th</sup>. He also reported that the Planning Committee is still on track for launching the registration process the week of January 4, 2016.

**8. New Business:**

- a. Chairman Irwin announced that Sec. Lewis Schiliro has retired. He and Steering Committee Chairman Golgolab attended a retirement luncheon on November 5<sup>th</sup>. Chairman Irwin presented a “Leadership Award” to the Secretary. He also announced that Governor Markell appointed James N. Mosley as the Cabinet Secretary of Delaware's Department of Safety & Homeland Security. The Delaware Senate confirmed his appointment on October 28 and he was sworn-in on November 1, 2015.
- b. LEPC Reports – Sussex County LEPC Chairman Stevenson announced that their LEPC meeting is scheduled for Thursday, 11/12.

**9. Presentations:**

- a. Todd Bretz, - Manager, Safety, Emergency Services and PSM, PBF Energy presented on PBF's Emergency Response Planning and Capabilities.
- b. Chairman Irwin presented the “Railroad Tank Car Hazardous Materials Training Exercise” video.

**10. Any Other Business:**

None

**11. Adjourn:**

Motion to adjourn made by Babak Golgolab, 2<sup>nd</sup> by Mark Lucy. Meeting adjourned at 4:34 PM.

**Next Meeting: Monday, January 11, 2016, at 2:30 PM**

**Location: Delaware State Fire School  
New Castle Location  
2311 MacArthur Drive  
New Castle, DE 19720**

**Host: DuPont Stine Haskell Res. Ctr.**

**Prepared and submitted by Chairman David Irwin on December 21, 2015**